

## DILLINGHAM CLASS INFORMATION

1. You will need:
  - pencils
  - Post-It notes
  - blue or black ink pens
  - college ruled paper
  - colored markers (thin tip)
  - notebook used exclusively for journal writing
2. Students should turn in completed assignments having used blue or black ink. Any student work that is torn, in colored ink or otherwise in poor condition will not be graded. Your work is reflection of you, so always do your best. Work turned in without a name will be taped to the side of the dry erase board for a period of 5-10 days then discarded.
3. Attendance: Remember that after 4 absences a student fails the course. Also remember that two tardies equals an absence. Please keep up with absences and tardies. Turn in make-up work to me. Do not just place it on my desk.
4. “The Swap Shop”: Students may sometimes have questions about grades or attendance. In order to handle those questions without interrupting class time, students are asked to write their questions on a Post-It note and post them on the Swap Shop board. Answers will be returned the following school day. The board is also meant to be used for any news you want to share with the class such as birthdays, driving licenses/permits, sports celebrations, etc. The “Swap Shop” is located on the bulletin board.
5. Grade values:
  - Tests-4 daily grades
  - Quizzes-2 daily grades
  - Homework-1 daily grade
  - Projects-to be determined by teacher
  - Summer Reading Assignments-15% of first six weeks grade (Honors only)

Class time will not be used to discuss individual grades. Students may schedule time for tutoring as needed. There is no fee for tutoring.
6. **Make-up Work: The ONLY make-up work which I will accept is from an EXCUSED ABSENCE according to the Asheboro City School Board policy. I will accept late work ONE time. All other incidents of not having work will result in zeroes.**